

Park Shelter Request

Facility Name: _____

Activity Type: _____

Requested Date(s): _____

Times of Use: _____

Anticipated Attendance: _____

Applicant Details

Group Name: _____

Contact Person: _____

Mailing Address: _____

Email Address: _____

Primary Phone #: _____

Mobile Phone #: _____

I have read and understand the Shelter Use Policy. I agree to abide by all guidelines set forth within this policy. In addition, I agree to pay for any damages caused by my activity during the rental of the facility.

Signature

Date

Shelter Use Policy

Any individual or group wishing to reserve a shelter facility for private use must complete and return the Application for Permit of Park Shelters. Once the application is approved and payment is received a Facility Use Permit will be issued to the requesting party.

Equitable Use

Facility reservations are accepted as equitably as possible on a first come, first-served basis to ensure all lawful groups have access to recreation facilities. City of Asheville sponsored and co-sponsored activities will have priority in scheduling the use of park shelter facilities and will not cancel or reschedule activities in order to accommodate other requests.

City Property Use Restrictions

The addition of private grills, tents, inflatables, generators or other structures to City property without special provision is strictly prohibited. Access to park electrical outlets for any purpose must be approved under an Outdoor Special Event Permit.

Reservations & Payment

Park shelter facilities may be reserved up to three months in advance. More than one reservation during this period may be reserved at the discretion of the City of Asheville. Facilities are not intended to be used as a regular meeting place or base of operation. A facility may not be used for an activity which will result in monetary gain for an individual or private group. The City of Asheville reserves the right to approve a facility use request based upon the purpose, previous rental history, or other factors affecting the use of the facility. A reservation will not be permitted until all fees are paid. All applications and fees must be received a minimum of 3 full business days prior to use.

Cancellation

Cancellations must be received in writing at least seven days in advance of reservation date in order to receive a refund or credit to invoiced charges.

Alcoholic Beverages

Alcoholic beverages of any type are not permitted within City of Asheville parks or shelters under a Facility Use Permit.

Publicity

Individuals or groups who are not sponsored or co-sponsored by the City of Asheville, and who promote an activity at a facility must follow specific guidelines.

- Clearly state the individual's or group's name and telephone number.
- May not include the City of Asheville as a sponsor/co-sponsor of the activity unless granted written permission.
- City of Asheville offices may not be used as the official headquarters, address, or telephone number for an activity.
- Confirm and Permit facility use prior to promoting activity.

Granting the use of City facilities does not constitute an endorsement of the individual's or group's beliefs, viewpoints, policies, or affiliations by the City of Asheville.

Staff Access

City of Asheville staff is authorized to have access to any activity at any time to determine it is lawful and in compliance with the regulations of this policy.

Accessibility

The City of Asheville does not discriminate on the basis of race, sex, color, age, national origin, religion or disability in its employment opportunities, programs, services or activities.

Park Shelter Facilities

West Asheville

- Carrier Park Corporate Shelter
- French Broad River Park Gazebo
- Malvern Hills Park Shelter
- West Asheville Park Shelter

East Asheville

- Azalea Park
Shelter 2
Shelter 3
- Recreation Park
Shelter 1
Shelter 2
Shelter 3 (Gazebo)
- Oakley Park Shelter
- Haw Creek Park Shelter

Central Asheville

- Walton St. Park Shelter

North Asheville

- Weaver Park Shelter
- Hazel Robinson Amphitheatre

South Asheville

- Jake Rusher Park Gazebo

Park Shelter Rental Fees

Carrier Park Corporate Shelter

- \$100/3 hour interval

Hazel Robinson Amphitheatre

- \$100/3 hours + \$25 ea/addl. hour

All Other Shelters & Gazebos

- \$30/4 hours + \$5 ea/addl. hour

City of Asheville
Development Services Center
P.O. Box 7148
Asheville, NC 28802

Application for Permit

City of Asheville

Park Shelters



City of Asheville
Development Services Center
P.O. Box 7148
Asheville, NC 28802

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